



## LESSON SIX: MOCK COUNCIL MEETING IN CITY COUNCIL CHAMBERS

The CityStuff curriculum has been created not only to introduce students to their Carlsbad world, but also to invite the participation of their families into the dynamic process of City government. Lesson Six's Mock Council Meeting presents a perfect opportunity to accomplish this goal. We encourage you to hold the meeting in City Council Chambers. The address of the Council Chambers is 1200 Carlsbad Village Drive, in the City Hall complex. The teacher is responsible for arranging transportation.

CityStuff Volunteer Administrative Assistant JoAnna Whitton and Marilyn Campbell will help coordinate the event for you. Please understand that you must follow a certain regimen:

1. Initiate a conversation with your classroom teacher. Broach the mock meeting when you make initial contact with your teacher, prior to the start of the curriculum. If no decision is reached at this time, discuss it further as the weeks progress. (Do not procrastinate or the opportunity will be lost.)
2. Tell the teacher that holding the meeting in City Council Chambers will be an exciting and invaluable benefit to the students' experience, and a great culmination of CityStuff.
3. Encourage the teacher to invite parents to watch their children in action. Remind the teacher and parents that the Mock Council Meeting is a learning experience, NOT a performance.
4. Explain the teacher's role and responsibilities in arranging permission for and transportation to and from the Council Chambers. **This is crucial!**
5. Decide upon a viable day and time, allowing one hour at the Council Chambers.
6. BEFORE proceeding further (with permission and transportation arrangements), contact Marilyn Campbell (439-3716 or [wrt4fn@cox.net](mailto:wrt4fn@cox.net)) with your requested day and time. THE ROOM MUST BE RESERVED PRIOR TO YOUR MEETING.
7. If the day and time you request is available, your teacher can proceed with arrangements. These include permission slips for the students, invitations to the parents and transportation. Make sure you notify Marilyn when arrangements are definite. While reserving the room for your class, Marilyn will solicit the appearance of a Council member or City official to hand out the graduation certificates to the students.
8. IF YOU MUST CANCEL OR CHANGE THE MEETING, CONTACT MARILYN CAMPBELL IMMEDIATELY.
9. Confirm your arrangements with the teacher one week prior to the event. Explain that in addition to the parents, other guests may include Council members, City officials and the media.
10. On the day of the event, bring all materials — including the graduation certificates — with you to the Council Chambers.
11. Be prompt. With 62 classrooms, we will be on tight schedules in Council Chambers.
12. Have a great time watching your students shine as they grab the reins of democracy!